

## MEETING MINUTES

**Committee:** Oneida County Efficiency Team  
**Place:** Oneida County Courthouse – 1 S Oneida Ave  
Rhineland, Wisconsin  
Second Floor –Committee Room 2  
**Date:** Tuesday, August 30, 2016, 11:30 AM.

**Team Members:** Robb Jenson, County Board Supervisor/Liaison to Team; Michael Romportl, Land Information Director/Staff Liaison; Margie Sorenson, Finance Director; Jack Flint, ITS Director; Lisa Charbarneau, Human Resource Director; Daniel Hess, Sheriff Department Chief Deputy; Lu Ann Brunette, Building and Grounds Facilities Director; Dianne Jacobson, Department on Aging Director.

**Call to order.** Robb Jenson called meeting to order 11:35 in accordance with the Open Meeting Law noting that the meeting notice had been properly posted and the location is handicap accessible. All members present.

**Approve agenda for today's meeting.** Motion by Flint/ Sorenson to approve agenda. All Aye

**Announcement by Committee Liaison about Teams directives and objectives.** Jenson announced that the Efficiency Team was formed at the Direction of the Administration Committee to facilitate the updating of the Program Rankings and Efficiency Opportunities Report Developed in 2011. Initially it was determined by Corporation Counsel there was not a requirement to have the Team meetings posted since this was mainly a work group of Department Heads and Supervisor Jenson was serving as a Liaison to the group and Administration Committee. Corporation Counsel recently attended a presentation where Open Meetings was discussed. As part of that presentation Counsel was informed, that in the State Attorney General opinion, if a group of employees is formed by official action of the Government (in this case the Administration Committee), the group has a set number of members, and a duty of governmental business that the meetings of that group should be officially noticed as public meetings. Jenson indicated that to date questionnaires were sent out to Departments similar to what was done in 2011 and the Team is has been reviewing the responses.

**Review/evaluation of Departments/Agencies Responses to Questionnaire of Programs.** The Team discussed and evaluated responses from Circuit Court Branch 1, Register in Probate, Economic Development and Library coming to a consensus on the rating of the programs submitted.

**Follow up questions to departments and final report structure.** Flint and Sorenson will be working on the Questionnaire Spreadsheet and Romportl and Charbarneau will be working on the Program Description Document and intend to have the documents ready for the budget hearings in October.

**Public Comments.** Daleth Mountjoy, Northwood River News was in attendance.

**Date of next meeting and items for agenda.** Tuesday September 6, 2016.

**Adjournment.** Motion by Sorenson/Charbarneau to adjourn at 1:40PM. All Aye

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Robb Jenson County Board Supervisor/Liaison

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Michael J Romportl Land Information Director/Staff Liaison